The purpose of this data collection is to gather student information used to create online student file and bar code labels to affix to the End-of-Course Assessment (ECA) booklets during the 2007-2008 testing cycle for each administration. The bar code labels will help reduce the time requirements of the exam and will also ensure more accurate student information.

As part of Indiana's school accountability system under Public Law 221, Core 40 End-of-Course Assessments (ECAs) are designed to ensure the quality, consistency, and rigor of Core 40 courses across the state. Aligned with Indiana's Academic Standards, End-of-Course Assessments are final exams measuring what students know and are able to do upon completion of targeted Core 40 courses. In addition, the End-of-Course Assessments are an integral component of Indiana's P-16 Plan for Improving Student Achievement.

Audience

Public schools, accredited Nonpublic schools and Charter schools should report data for students taking the required ECA courses, English 11, Algebra I, Algebra II and Biology I. The Corporation Test Coordinator for your district should assist with the collection of the data.

Instructions

Include all students in your school(s) that will be taking the ECA test during the 2007-2008 testing cycle for each ECA administration cycle. Multiple records per student can be submitted for each course the student is taking. The required data should be collected, combined into a file, and submitted to the Department of Education through the Application Center. The file may be any of the formats contained in this document and must contain all the fields in the order described. **In addition, students reported in this file must already have an existing STN number in the STN Lookup.**

The **first collection period** is for ECA Administration 1 (only) and it will begin on **November 5, 2007** and last until midnight on **November 16, 2007** which is the **final** date for submission. During this time you are required to submit the file using the STN Application Center, check the processing results for errors, and check the reports in the message center for accuracy. The **signoff period** for this first collection period will begin 4:00 PM on **November 15, 2007** and end on **November 16, 2007 at midnight.** Data transfer will remain open during this period. Electronic signoff and to report "no records for this school" will be available under Message Center>Collection Management.

The **second collection period** is for ECA Administration 2 (only) and it will begin on **January 7, 2008** and last until midnight on **January 18, 2008** which is the **final** date for submission. During this time you are required to submit the file to the Department of Education using the STN Application Center, check the processing results for errors, and check the reports in the message center for accuracy. The **signoff period** for this first collection period will begin 4:00 PM on **January 17, 2008** and end on **January 18, 2008 at midnight**. Data transfer will remain open during this period. Electronic signoff and to report "no records for this school" will be available under Message Center>Collection Management.

The **third collection period** is for ECA Administration 3 (only) and it will begin on **March 3, 2008** and last until midnight on **March 21, 2008** which is the **final** date for submission. During this time you are required to submit the file to the Department of Education using the STN Application Center, check the processing results for errors, and check the reports in the message center for accuracy. The **signoff period** for this first collection period will begin 4:00 PM on **March 20, 2008** and end on **March 21, 2008 at midnight.** Data transfer will remain open during this period. Electronic signoff and to report "no records for this school" will be available under Message Center>Collection Management.

ECA Barcode & Online Data Layout

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
1 A	**School Number**	4	State Assigned School ID **Required Field**: YES	School building where the student is enrolled.
2 B	**Student Test Number (STN)**	9	Official Student Test Number (STN) assigned to student **Required Field**: Yes	

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
3 C	**Teacher Name**	30	Last name and first name if teacher **Allowable Characters Are:** 0 – 9, A – Z, a - z, ' (apostrophe), / (slash), - (hyphen), and Space **Required Field: No**	This field is used for sorting the booklets. If you have sorting requirements that involve using the Teacher Name then this field MUST contain the teacher name or equivalent. A suggested format: Last Name then First Name **NOTE: No Comma allowed between names.**
4 D	**Subject Code**	4	What is the subject code of the test for this student? **Allowable Characters Are:** 1006 = English 11 1020 = American Literature 1030 = English Literature 1056 = English Language and Composition, Advanced Placement 1058 = English Literature and Composition, Advanced Placement 1130 = Language A1 Higher Level, International Baccalaureate 1132 = Language A1 Standard Level, International Baccalaureate 2520 = Algebra I 2522 = Algebra II 3020 = Biology, Advanced Placement 3024 = Biology I 3034 = Biology Standard Level, International Baccalaureate **Required Field: Yes**	
5 E	**Class/Period**	3	What is the class or period number for the subject code in field 4 for this student? **Allowable Characters Are:** 001 - 999 **Required Field: YES**	.
6 F	**Future Assignment**	1	**Required Field: No**	
7 G	**Future Assignment**	20	**Required Field: No**	.
8 H	**English/Language Arts Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in English/language arts that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.
9 I	**Mathematics Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in mathematics that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
10 J	**Science Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in science that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.
11 K	**Grade Level**	2	**Allowable Codes Are:** 06 = Grade 6 07 = Grade 7 08 = Grade 8 09 = Grade 9 10 = Grade 10 11 = Grade 11 12 = Grade 12 13 = Grade 12+/Adult **Required Field**: Yes	**13 =Grade 12+/Adult**: These may be students who received *Certificates of Achievement* or *Course Completion* and who have returned for further education and to possibly earn a regular or other diploma.
12 L	**Special Education Participant**	1	Does this student have an individualized education plan (IEP)? **Allowable Codes Are:** Y = Yes N = No or not applicable **Required Field**: Yes	Is this student officially considered to be participating in a Special Education Program?
13 M	**Primary Exceptionality**	2	Exceptionality area that describes the special education student's **primary** eligibility classification. **Allowable Codes Are:** 01 = Multiple Disabilities 02 = Orthopedic Impairment 03 = Visual Impairment 04 = Hearing Impairment 05 = Emotional Disability (Full Time) 06 = Emotional disability (Other) 07 = Learning disability 08 = Developmental Delay (Ages 3-5A only) 09 = Communication disorder 10 = Mild Mental disability 11 = Moderate mental disability 12 = Severe mental disability 14 = Deaf-blind 15 = Autism spectrum disorder 16 = Traumatic brain injury 17 = Other health impairment Blank or Space = Not Applicable **Required Field: Yes,** If the answer to Special Education Participant is yes, then this is a required field	Local Special Education Directors can provide assistance with this data reporting. Age 3-5A, A 5A student is a student who is not eligible for school because their birth date falls after the official fall enrollment date for Kindergarten for this reporting year Code 13 omitted
14 N	**Section 504 Plan**	1	Is the student served by Section 504 Plan? **Allowable Codes are:** Y = Yes N = No **Required Field**: Yes	Section504 Plan allows a student that does not have an IEP to take the ISTEP test with accommodations.

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
15 O	Corporation Assigned Student Id	15	Non-STN identifier assigned to the student by the school or corporation. Can be blank when not applicable **Required Field**: No	This field is for schools that use a locally assigned student id, other than the STN Number, for their local records and would like it included with the ECA information.
16 P	Socio-economic Status (SES)	1	Is the student approved for free or reduced lunch? **Allowable Codes Are:** 1 = Student approved for free Meals/milk 2 = Student approved for Reduced price meals 3 = Student not approved for free or reduced meals/milk **Required Field: Yes**	
17 **Also referred to as Limited English Proficient (LEP, ESL, or ELL)** Q	Language Minority Status	1	Which proficiency code best describes the language minority student? **Allowable Codes Are:** 1 = Fluent English Proficient (FEP) 2 = Limited English Proficient (LEP) 3 = Native English Speaker (immigrant only) (counted as FEP) Blank = Not a language minority student **Required Field**: YES	**FEP**: A language minority student is considered to be FEP if the student's English language abilities are "near native" or "native-like", as determined by English language proficiency instrument, and if the student's academic performance in English is at grade level. English Language Proficiency Level 5 only allowed for FEP students. See DOE-LM Language Minority data layout for reference. **LEP**: A language minority student is considered to be LEP if the student's English abilities are limited (or non-existent), as determined by an English language proficiency instrument, and if the student's academic performance in English is not at grade level. English Language Proficiency Levels 1 through 4 allowed for LEP students. Only LEP students generate funds**.** See DOE-LM Language Minority data layout for reference. Code 3 was added in 06-07 on the DOE-LM Language Minority and Immigrant Report to correctly qualify immigrants. This code will remain allowable and be converted to a code 1 FEP. <u>Note</u>: Spreadsheet users, refer to the frequently asked questions for hints on keeping the last column when blank to achieve correct number of fields.

References:

STN Lookup Data Layout – MUST be submitted prior to this collection for students new to Indiana Education system.
Core40 ECA Center http://www.doe.state.in.us/core40/welcome.html
ECA Administration Window: http://doe.state.in.us/core40eca/pdf/07-08_testing_window.pdf
Language Minority and Immigrants (DOE-LM) data layout
Subject and Level Codebook used in DOE-CE/DOE-CP http://www.doe.state.in.us/stn/pdf/subject-and-level_codebook.pdf

Example Data File Formats

The following section contains example data files in the allowed comma delimited, positional, and XML formats.

Comma Delimited Format

0001,000102001,Johnson Teacher,1,2,1006,001,,,N,03,Y,17,Y, ,1,1

Positional Format

```
      10        20        30        40        50        60        70        80        90        100       110       120       130
0001000102001Johnson Teacher              121006001              NYN03Y17Y                 11
```

E(x)tensible Markup Language (XML) Format

NOTE: All XML layouts require the Corporation ID, which is the state assigned corporation number. 8800 is example only.

```
<XIF_ECAData>
      <Corporation Id="8800">
             <School Id="0001">
                    <Student STN="000102001">
                           <SchoolUse Grade="03" TeacherName="Johnson Teacher" StudentId="002012346"
                                  CourseCode="1006" Class="001"/>
                           <Accomodations English="N" Math="Y" Science="N" />
                           <Demographics SpecialEducation="Y" Exception="17" Section504Plan="N"
                                  LEP="1" SocioEconStatus="1" />
                    </Student>
             </School>
      </Corporation>
</XIF_ECAData>
```

Change History

The following section contains a history of changes made to the ECA Data Layout from the prior version.

Version Number	Notes
02.06.08	Subject code 1030 added to field 4
12.14.07	Subject code 1020, 1056, 1058, 1130, 1132, 3020 added to field 4 Teacher name not a required field
10.25.07	Information added on Purpose of the collection English changed to English 11 in Audience section ECA Administration Window link provided in Reference section
10.19.07	New collection
	Start of 07-08 Collection